

PLANNING

FOR

SPILL

CONTINGENCIES

STANDARDS DEVELOPMENT BRANCH OMIE



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**THIS GUIDE IS INTENDED FOR USE BY
MUNICIPALITIES AND INDUSTRY IN
PREPARING SPILL CONTINGENCY PLANS**

1991

**A supplement to the
Province of Ontario Contingency Plan for
Spills of Oil and Other Hazardous Materials**

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Planning for
Spill Contingencies

ANNEX VI
of the
Province of Ontario Contingency Plan for
Spills of Oil and Other Hazardous Materials

This publication supplements the Provincial Spill Plan and provides information intended to help municipalities and industry identify the need for pre-planning for spills and this publication includes generic topics which should be considered in preparing a spill response plan. Needs and priorities vary widely for municipalities and industry. For this reason these "guidelines" should be considered as suggestions.

The Ministry of the Environment encourages those with a potential for spills to develop spill response plans and the Ministry will endeavour to review and critique draft plans.

The Provincial Spill Plan and supplemental publications including these guidelines are coordinated by the:

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1. INTRODUCTION

The need for a coordinated alerting procedure in the event of spills to the natural environment was recognized in the late sixties and in July, 1970, the Ontario Water Resources Commission published the "Lake Erie Contingency Plan for Spills of Oil and Other Hazardous Materials". With the assistance of several other agencies and input from key industry associations, the Ontario Water Resources Commission replaced the earlier contingency plan in May, 1971, with the "Interim Province of Ontario Contingency Plan for Spills of Oil and Other Hazardous Materials".

In 1975, the Government of Ontario changed its approach to emergency planning. The Emergency Measures Organization was disbanded and a lead ministry concept was introduced in May, 1975. By Order-in-Council, lead ministries of the government were given the responsibility for coordinating the response of the Government of Ontario to specified emergencies beyond the capability of the resources available locally to a municipality.

In December, 1975, the Ministry of the Environment published the Province of Ontario Contingency Plan for Spills of Oil and Other Hazardous Materials which serves the requirement of the lead ministry concept for notification and the containment and clean-up of major spills where the main threat is to the natural environment. The Plan was signed by the deputy ministers of seven provincial agencies and the regional directors of two federal departments.

The primary responsibility for the welfare of residents rests with the municipality. The municipality is expected to have or to prepare emergency plans which deal with the priorities of life, limb and property under the authority extended to municipalities through the Emergency Plans Act. Areas of the province which do not have a municipal organization rely on the peacetime emergency plan which the lead ministry concept requires of the Ministry of the Solicitor General.

In emergencies where the primary threat is to life and property and the emergency also has a spill component, involvement of the Ministry of the Environment or the Provincial spill contingency plan is limited to matters pertaining to the protection of the natural environment.

2. PLANNING FOR SPILL CONTINGENCIES

The impact as well as the outcome of most spills are directly related to the level of preparedness of those unfortunate enough to experience a spill. Ontario statistics indicate that the overall probability of a spill can be expressed as one spill per year for every sixteen hundred people. Accidental releases and discharges will continue to occur as long as people are infallible and equipment fails. It is diligent therefore to pre-plan a response to spills: those with a potential to spill and those who may have to respond should develop spill contingency plans.

2.1 The Discharger

Canadian Federal and Provincial agencies which administer safety, transportation or environmental programs hold the discharger responsible to ameliorate the adverse effects of a spill.

The discharger is expected to contain and clean-up the spilled contaminant or cause the contaminant to be contained and clean-up. The discharger is also expected to restore the spill site to essentially pre-spill conditions where this can reasonably be expected. To achieve this, the discharger may have to remove contaminated soil and debris, and dispose of these materials in an acceptable manner at an approved disposal site.

The person who had charge of a pollutant immediately prior to the spill is considered to have taken a foreseeable risk for which he can prepare himself. To deal with potential problems, many companies have developed spill clean-up procedures or developed spill contingency plans, stockpiled containment and clean-up equipment, and trained staff to respond to spills. Some companies retain clean-up contractors.

A few industries with potential to spill contaminants share pooled resources, in addition to their own. The pooled resources can be shared information banks, expertise, and specialized equipment, such as the Transportation Emergency Assistance Plan (TEAP), established by the Canadian Chemicals Producers' Association, or oil spill cooperatives established by neighbouring industries or through the Ontario Petroleum Association.

Safety, transportation or environmental agencies may be monitoring the activities by the discharger or his agent and determine the adequacy and extent of clean-up, and may recommend or request additional activities.

Spill contingency plans for potential discharger should cover the functions and responsibilities of the various services necessary to deal with spills that can reasonably be anticipated given the exposures and risks of the enterprise. Draft spill contingency plans may be submitted to the Ministry of the Environment for review.

The purpose of a spill contingency plan for the potential discharger is to prepare for the most efficient deployment of resources to achieve the following:

- 2.1.1 Immediate notification within the company to assure that an appropriate response is initiated.
- 2.1.2 Compliance with notification requirements to regulatory agencies.
- 2.1.3 The earliest possible response to a spill with available or contracted resources.
- 2.1.4 The earliest possible establishment of liaison with municipal and regulatory authorities at the spill site and a mechanism to work in a coordinated manner with these groups.
- 2.1.5 A response consistent with remedial measure requirements. This response must deal with the containment, clean-up and disposal phases.
- 2.1.6 A mechanism to deal with third parties.
- 2.1.7 A mechanism to deal with the media and interest groups.
- 2.1.8 A mechanism to deal with claims and payment.

2.2 The Municipality

A municipality may have a response as well as a regulatory role. Under the Ontario Water Resources Act, a municipality could be considered the discharger if an abnormal flow of contaminant to the natural environment occurs from its sewer system. Municipal facilities such as schools, hospitals, equipment maintenance and service yards, and fuelling depots are also potential spill sources. It is logical, therefore, that municipalities develop spill response capabilities.

The role of the municipality will vary with the complexity of spill incidents. The least complex situation would involve a spill which gains access to, or has the potential to gain access to, a sewer system or a watercourse, for example, and the responsible party accepts and carries out his role. Surveillance by the municipality particularly to protect vital services, municipal interests or property may be sufficient. However, if a degree of urgency is associated with the incident, physical assistance may be essential. Very often this assistance is appreciated by the party with the spill problem, because spreading of the contaminant is reduced or prevented, and problems and costs are reduced.

A more complex situation may involve the discharge of a contaminant from an unknown source. Many spills are eventually traced back to a source and costs associated with municipal countermeasure activities are recovered from that source. The role of the municipality in this type of spill situations may include surveillance, physical countermeasures, possibly investigative work to trace the source and recovery of costs.

A few larger municipalities and Regional Governments have developed area contingency plans which include the collective response capability of several, usually contiguous, municipalities. These plans often include a surveillance mechanism, a system to notify other interested parties and agencies and methods and procedures for containment and clean-up for trained municipal employees to follow.

Municipal roads, works or engineering departments generally carry out spill containment and clean-up. Where a spill poses a threat to life and property - an emergency, the fire and police departments or the local medical officer of health would take charge and be assisted by other municipal resources and provincial and possibly federal agencies, all as dictated by the circumstances of the incident.

The lead ministry concept referred to in the introduction presumes a response by the municipality before the municipality requests assistance from the Provincial Government. A provincial response consists of providing assistance in support of emergency actions undertaken by the municipality. It is therefore imperative that municipalities develop emergency plans which address the variety of contingencies which may affect the community. This includes spills. The municipal plan should include mechanisms to coordinate, under the direction of the Head of Council, municipal and other local resources within the public as well as the private sector. The plan should be enacted as by-law under Section 104 of the Municipal Act (R.S.O. 1980 c.302) and be in concert with the intent of the Emergency Plans Act. To assist further, a "Guide to

Emergency Planning and Operations by Municipalities" is available from the Ministry of the Solicitor General and the Ministry of Municipal Affairs and Housing.

Municipal spill contingency plans should cover the function and responsibilities of the various departments, groups or agencies which may be involved in the response to a spill. A municipality may be considered to be the discharger under certain conditions. It is recommended, therefore, that the Ministry of the Environment as well as the Ministry of the Solicitor General be consulted during the development of municipal spill contingency plans.

Municipal spill contingency plans should be filed with the Ministry of the Environment when they have been passed as by-law. These plans should be updated twice a year.

Municipal spill contingency plans should achieve the following objectives:

- 2.2.1 Immediate internal and external notification to assure that an appropriate response is initiated.
- 2.2.2 Compliance with notification requirements to regulatory agencies, as applicable.
- 2.2.3 The earliest possible establishment of overall control of spill countermeasures operations for incidents which pose a threat to municipal services or interests.

- 2.2.4 The earliest possible establishment of liaison with the discharger and any regulatory agencies at the spill site, as applicable.
- 2.2.5 A response consistent with remedial measures requirements while recognizing that the primary responsibility for a response rests with the initial discharger.
- 2.2.6 A mechanism to advise third parties.
- 2.2.7 A mechanism to deal with the media and interest groups.
- 2.2.8 A mechanism to track and deal with expenses.
- 2.2.9 A mechanism to tie the municipal spill contingency plan to other municipal emergency plans for emergencies which have a spill component.
- 2.2.10 A mechanism to tie the response under the municipal spill contingency plan to Provincial and Federal regulatory roles or response mechanisms (for a listing of agencies, see: Annex III, Province of Ontario Contingency Plan for Spills of Oils and Other Hazardous Materials).

3. RESPONSIBILITIES AND FUNCTIONS

Spill countermeasures operations should be directed and controlled by individuals familiar with the characteristics of the spilled product and conversant with spill countermeasures and disposal techniques.

3.1 The Discharger

Many spills can be prevented with adequate precaution. Never the less some spills will continue to occur. Those charged with the task to prepare spill contingency plans will have to consider the exposure or risk of the facility or undertaking, become familiar with countermeasures capabilities and develop solutions to any reasonable spill scenario. If spill statistics have proven anything, they have extended Murphy's Law; not only can it happen, it probably already has, and it will happen again.

A facility or enterprise with a spill risk should:

- 3.1.1 Appoint a spill planning coordinator.
- 3.1.2 Assure that a spill contingency plan is developed consistent with the guidelines in Section 2.1 and routinely updated.
- 3.1.3 Arrange for periodic spill response training exercises preferably in conjunction with spill response groups from involved municipalities or regulatory agencies.

3.2 The Municipality

The responsibilities and reporting relationships of police, fire, public utilities, engineering and roads, welfare, health and other municipal services required in a response to emergencies, as well as the manner in which the various services will function, should be documented in a municipal peacetime emergency contingency plan. A model municipal emergency plan for this task is provided in the aforementioned "Guide to Emergency Planning and Operations by Municipalities."

All items referred to in Section 2.2 of these guidelines should be fully developed in that portion of the emergency plan which addresses the response to a spill contingency or in a separate spill manual.

Incidents in which the immediate or primary threat is to life and property are by definition emergencies, and priorities for dealing with these matters prevail over environmental priorities. A spill contingency plan therefore needs a clear statement of purpose and limitations and must be developed to assure a coordinated response to those contingencies which have an emergency as well as a spill component. Some activities under the emergency operation phase can be carried out with consideration for environmental impact. Close site coordination of all activities is therefore essential. A spill contingency plan should be cognizant of the needs, priorities and actions during any emergency phase of an incident and address in detail the activities of any post-emergency phase during which the contaminant, clean-up and disposal efforts predominate. The spill

contingency plan should also be able to operate for incidents which do not have an emergency phase.

3.3 **The Ministry of the Environment**

The Ministry maintains a Contingency Planning Program under the Spills Action Centre to administer the "Province of Ontario Contingency Plan for Spills of Oil and Other Hazardous Materials" and to:

- ° provide inter-agency coordination;
- ° provide municipal advisory service;
- ° assist with spill response planning; and
- ° assist with training needs.

The field activity and regulatory functions of the Ministry of the Environment are carried out through six Regional Offices of the Regional Operations Division.

3.3.1 Role of MOE in Spills - General

In connection with spill incidents which do not have an emergency component, the Regional staff (see Appendix III) of the Ministry will:

- (a) monitor the countermeasures and response activities of the discharger to ensure that the discharger takes appropriate measures;
- (b) give advice and make recommendations as to the best practicable clean-up and disposal measures to be followed; and,

- (c) make recommendations with respect to procedures or equipment for spill prevention, where applicable.

3.3.2 Role of MOE in Emergencies - General

When a spill escalates into an emergency or in an emergency situation with a potential spill component, Regional staff will, at the request of the agency in charge of the emergency, provide support and advice as available. For the spill component of the emergency, the Ministry will as applicable:

- (a) together with the Medical Officer of Health, expertise from the Ministry of Labour or other resource agencies, assists the agency in charge in assessing the hazard of the spill to response personnel and the public;
- (b) determine the nature and extent of environmental damage caused by the spill;
- (c) evaluate the adequacy of the containment, clean-up and disposal efforts;
- (d) make recommendation with respect to (b) and (c) to the agency in charge and the discharger;
- (e) deal with the discharger as outlined above at the conclusion of the emergency phase of the incident.

3.3.3 Role of MOE Under the Province of Ontario
Nuclear Emergency Plan

The nuclear facilities emergency plan is developed pursuant to Section 8 of the Emergency Plans Act and administered by the Solicitor General. The Plan coordinates all activities associated with a response to an emergency at a nuclear facility with off-site effects. The Plan establishes many functions and assigns these to a number of agencies. Under the Plan, the Ministry of the Environment assists pre-planning and response efforts through:

study and research,
planning and preparation,
provision of personnel,
operations, and
training.

3.3.4 Role of MOE Under the Canada/United States
Joint Marine Pollution Contingency Plan

This Plan was developed pursuant to the 1970 International Joint Commission Report of Great Lakes pollution and is incorporated in the Canada/U.S. Agreement on Great Lakes Water Quality signed by the Prime Minister and the President on April 15, 1972.

The Plan provides for coordinated and integrated responses to pollution incidents in shared water bodies by responsible federal, state and local

agencies in the U.S., and federal, provincial and local agencies in Canada.

The Plan provides a framework for Canada/U.S. cooperation in response to pollution incidents that may pose a significant threat to the waters or coastal areas of both parties, or, although only affecting the waters of one party, are of such magnitude to justify a call on the other party for assistance.

Assistance to an incident under this Plan from the Province of Ontario is provided through the mechanism established under the Province of Ontario Contingency Plan for Spills of Oil and Other Hazardous Materials. The Provincial Spill Plan is administered by the Ministry of the Environment and described in more detail in paragraph 3.3.6 and in Appendix I.

The response to an incident under the international plan falls under the jurisdiction of the coast guard of the country in which the spill originated. The incident is overseen by a pre-designed Joint Response Team (JRT) consisting of a representative from each of the principal participants from both sides of the border. The JRT provides advice and assistance to the coast guard and develops procedures to promote a coordinated response by all agencies to pollution incidents. The Ministry of the Environment representative on the JRT is the coordinator of the Contingency Planning Program, Spills Action

Centre, Toronto (see Appendix I) and the general roles of MOE as set out in paragraphs 3.3.1 and 3.3.2 apply.

The Ministry of the Environment will act as resource agency through the overall mechanism set out in the Province of Ontario Contingency Plan for Spills of Oil and Other Hazardous Materials.

3.3.5 Role of MOE Under the Canadian Coast Guard,
Central Region Marine Contingency

The Canadian Coast Guard has been charged with the responsibility to ensure that proper measures are implemented to reduce the potential adverse effects of a marine emergency incident.

The Canadian Coast Guard has the prime responsibility to ensure that appropriate reporting, surveillance, and response capabilities are available to deal effectively with an accidental or intentional discharge of oil or other noxious substances. This responsibility is exercised through the National Marine Emergency Plan, the Canada Shipping Act, the Arctic Waters Pollution Prevention Act, and under the Great Lakes Water Quality Agreement.

The Canadian Coast Guard will investigate all pollution incidents which originate from activities related to shipping to ensure that the vessel owner complies with the Canada Shipping Act. The Canadian Coast guard may assume control of the operation when the incident is of such a

magnitude that the pollutor refuses to accept responsibility or does not have the necessary resources to deal effectively with the spill.

The Central Region of the Coast Guard is committed to respond to oil spills of unknown origin in the Great Lakes. This commitment is made under the Coast Guard's Marine Contingency Plan.

The Ministry of the Environment will act as resource agency, within the framework outlined in paragraphs 3.3.1 and 3.3.2, to the Coast Guard through the mechanism outlined in the Province of Ontario Contingency Plan for spills of Oil and Other Hazardous Materials.

3.3.6 Role of MOE Under the Province of Ontario Contingency Plan for Spills of Oil and Other Hazardous Materials

The Province of Ontario Contingency Plan for Spills of Oil and Other Hazardous Materials is designed to deal with major spills in Ontario, and serves to supplement the Joint Canada/United States Marine Pollution Contingency Plan for Spills of Oil and Other Noxious Substances as well as the National Marine Emergency Plan.

Notwithstanding more detailed considerations outlined in the Plan, the Provincial Plan will be implemented: 1) where a spill incident is of a

magnitude beyond the response capability of the party responsible for, or having precipitated the incident, the responsible party fails to respond to the spill incident; 2) in certain cases where the source of a major spill cannot be established readily; or 3) upon request for assistance. This Plan will be implemented by the Ontario Ministry of the Environment with assistance provided as necessary by other provincial or federal agencies.

The Ministry of the Environment, through the Ontario Water Resources Act, the Environmental Protection Act and the Pesticides Act, is responsible for the protection of the natural environment in Ontario. In the event that this Plan is implemented, the Regional Operations Division of the Ministry will provide the On-Scene Coordinator as well as the deputy, alternates, technical expertise and an emergency centre, as required. This Ministry will notify appropriate agencies, or groups, as outlined in the Plan of any spill other than those of a purely minor nature.

The Plan calls for the establishment of a Response Team consisting of regional representatives of the participating provincial and federal agencies to provide the administrative structure for an orderly response to a major spill. The team is headed up by an MOE On-Scene Coordinator.

If it is the evaluation of the On-Scene Coordinator that the pollution incident is a major spill, he shall:

- (a) make a recommendation to his Regional Director, his designate or the Chairman of the Response Team to invoke the Plan;
- (b) formulate plans to deal with the situation; and
- (c) initiate containment and cleanup actions as appropriate.

The general provisions outlined for spills and emergencies in paragraphs 3.3.1 and 3.3.2 apply.

4. A SUMMARY OF ENVIRONMENTAL SPILL LEGISLATION

4.1 The Environmental Protection Act

The purpose of the Act is to provide for the protection and conservation of the natural environment and to achieve this purpose the Act prohibits anyone from discharging a contaminant into the natural environment.

s.2

s.13

4.1.1 General Provisions of the Act Related to Spills

A contaminant is defined as any solid, liquid, gas, odour, sound, vibration or radiation resulting from the activities of man which may:

s.1

- i) impair the quality of the natural environment for any use that can be made of it;
- ii) cause injury or damage to property or to plant or animal life;
- iii) cause harm or material discomfort to any person;
- iv) adversely affect the health or impair the safety of any person;
- v) render any property or plant or animal life unfit for use by man;
- vi) cause loss of enjoyment of normal use of property; or,

vii) interfere with the normal conduct of business.

In the event of a spill, the discharger of the spilled contaminant is required to notify the Ministry of the occurrence as quickly as possible. s.14
If the discharger does not respond to the spill adequately and damage or injury occurs to land, water, property, animal life or plant life, a s.16
Director may issue an Order which requires the discharger to repair the damage or injury. The s.143
Director may also cause the work to be done at the expense of the discharger if the discharger defaults on the Order.

The Act makes it an offence for anyone to give false information to the Minister, a provincial officer or any employee of the Ministry in respect of any matter under the Act including information pertaining to spills. s.145

Offences under the Act are subject to various fine structures up to \$100,000 for each offence. s.146

For spill prevention, the Regional Director may issue orders requiring those with a potential for spills to prepare contingency plans, to have trained staff available, to obtain and install monitoring, detection and spill alarm devices, and to construct spill prevention facilities. s.17

4.1.2 Part IX - Spills

Part IX of the EP Act deals with spills of pollutants discharged

into the natural environment,

s.79

from or out of a structure, vehicle or other container, and

that are abnormal in quantity or quality in light of all the circumstances of the discharge.

The major components of the Part are summarized as follows for spills which cause or are likely to cause defined adverse effects.

Part IX:

Establishes prompt and broad notification requirements.

s.80

Establishes a duty on the person having charge, management or control of the spilled pollutant, as well as on the owner, to clean up the spill.

s.81

Provides for liability for loss and damage as well as costs and expenses.

s.87

Provides for the right of municipalities to respond to spills and for their compensation

s.88

from the owner and the person having control of the pollutant.

Provides for the authority of the Minister to have his employees or agents respond to spills under certain conditions. s.82

Provides for the authority for the Minister to issue orders to those liable at law and others who may be able to assist. s.85

Establishes the right to compensation and a compensation mechanism with respect to orders. s.89

Establishes a right-of-entry for those with a duty, those under order or direction, and municipalities for the purpose of carrying out their respective duty, order or role as applicable. s.83
s.88

Provides for the establishment of the Environmental Compensation Corporation. s.90 to
s.109

Provides for regulations. s.136(7)

4.2 The Ontario Water Resources Act

The primary purpose of the Ontario Water Resources Act is to provide a mechanism under which water treatment plants and sewage treatment plants can be built and financed.

The Act prohibits any person and municipalities from discharging any material into any well, reservoir or any s.16(1)

other watercourse which may impair the quality of the water. Spills into wells, reservoirs or any watercourses must be reported to the Minister as quickly as possible. A Regional Director may by order regulate or prohibit the discharge of sewage which includes commercial and industrial wastes.

s.16(3)

s.17

s.1

Offences under the Act provide for various fine structures for discharging a pollutant and for imprisonment up to one year.

s.16 &

s.17

4.3 The Pesticides Act

The Pesticides Act controls the transportation, storage and use of pesticides which includes herbicides and establishes a licensing mechanism for exterminators and vendors of pesticides.

The Act prohibits the emission or discharge of a pesticide which results in greater impairment, injury, damage or harm than would result from the proper use of the

s.4

pesticide. Regional Directors or others named under the Act must be notified as quickly as possible of spills or unusual discharges of pesticides as well as for other unusual events such as when pesticides are lost or stolen. The discharger of spilled pesticides is required to clean and decontaminate the environment.

s.22

s.23(2)

The Act authorizes the Minister to issue a Minister's Order requiring a discharger to repair damage or injury and to cause the work specified in the Order to be done at

s.23(1)

the expense of the discharger if the discharger defaults on the Order.	s.32
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The Act makes it an offence to give false information in respect of any matter under the Act.	s.33
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Convictions for any offences may result in various fines.	s.34
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APPENDIX A
PROVINCIAL RESPONSE TO SPILL CONTINGENCIES

Initial responsibility for the welfare of residents rests with the municipality and a provincial response provides assistance in support of actions undertaken by the municipality.

In areas of the Province without a municipal organization, the Ontario Provincial Police will provide the primary response to emergency situations, i.e. threats to life or property. The Ontario Provincial Police is presumed to be in charge during the emergency phase and assistance from the Ministry of the Environment will be provided as outlined in Section 3.3 of these guidelines together with the assistance of other provincial and federal resource agencies.

By Order-in-Council 1487/75 and several later updates, Cabinet assigned the responsibility for coordinating the response for the Government of Ontario to:

1. The Solicitor General for peacetime and wartime emergencies.
2. The Minister of the Environment for spills.
3. Several other agencies, other specified responsibilities.

To deal with the response to spills at the provincial level, the Ontario Ministry of the Environment developed

the "Province of Ontario Contingency Plan for Spills of Oil and Other Hazardous Materials". The Plan is supported by six other provincial ministries and two federal departments. This Plan is subordinate to emergency plans which address the threat to life and property. It deals with the containment, cleanup and disposal aspects of contaminants spilled to the natural environment.

The Plan may be invoked by MOE for the containment, cleanup and disposal components of a major spill if:

- a) the spill is of a magnitude beyond the response capability of the discharger;
- b) the source of a major spill cannot be established readily and an immediate response is essential; or
- c) assistance from the Province is requested.

The Provincial Spill Contingency Plan may be invoked by the Regional Director in any of the Ministry of the Environment's Regional or District Offices in accordance with the procedures outlined in the Plan.

Appendix C of these guidelines lists the Ministry's Regional and District Offices. This contact list may be used by those who have reporting obligations as outlined in Section 4 of these guidelines. This list can also be used for requesting technical assistance from the Ministry of the Environment. The Ministry of the Solicitor General advises municipalities to use the facilities of the Ontario Provincial Police to request assistance from the Government of Ontario in the event of an emergency.

MINISTRY OF THE ENVIRONMENT SUMMARY OF FUNCTIONS

ROLE

Regulate;

Monitor, where practical, effects of spills;

Monitor cleanup efforts carried out by the discharger;

Provide advice on cleanup techniques if requested;

Provide advice on disposal practices;

Together with other resource agencies, provide available expertise and monitoring capability, where practical, to agencies in charge of emergencies, or to other agencies for spills under their jurisdiction.

Assist in contingency plan formulation.

ORGANIZATION

Staff are normally involved in regulatory, abatement, or monitoring functions and investigate spill incidents on a rotational basis out of the District Offices listed in Appendix C.

COMMUNICATIONS AND EQUIPMENT

Reports of spills can be made to the Ministry's Regional or District Offices during regular office hours or to the Ministry's Spills Action Centre at any time at 1-800-268-6060 (See Appendix C of this supplement);

Dedicated vehicles for response staff and outfitted with basic personal protective gear and monitoring equipment as well as medium range communications hardware, including portable radios and radio or cellular telephones;

A variety of non-dedicated monitoring equipment normally used for air and water monitoring programs on an "as available" basis.

For further information, contact:

Mr. P.C. Belling, Coordinator
Contingency Planning Program
Spills Action Centre
Ministry of the Environment
7 Overlea Boulevard
Toronto, Ontario M4H 1A8

Telephone No. (416) 325-3000

APPENDIX B
FEDERAL RESPONSE TO SPILL CONTINGENCIES

1. ENVIRONMENT CANADA

The Environmental Protection Ontario Region (EP-OR) of Environment Canada acts in Ontario in an advisory capacity to other federal agencies for spills to the environment caused by or affecting entities under federal jurisdiction. Their expertise is also available to other agencies and spillers.

The Environmental Contaminants Division of the EP-OR will respond to environmental emergencies and coordinate the available expertise and resources for the Department of the Environment when:

- a) the spill originates from federal facilities and/or other facilities which fall under the federal jurisdiction;
- b) the pollutant crosses or threatens to cross international and/or interprovincial boundaries;
- c) assistance is requested; and
- d) when chemical treating agents are to be considered.

Environment Canada will commit resources during emergency situations by providing:

- e) up-to-date information on countermeasure techniques, recovery equipment and chemical treating agents;
- f) expertise on migratory birds;
- g) meteorological and ice data including predictions and weather forecasting;
- h) communications assistance through existing facilities.

SUMMARY FUNCTIONS: ENVIRONMENT CANADA

ROLE

Primarily advisory for spills to land, water or air under federal jurisdiction.

Provision of chemical data, expertise and advice on environmental impact and countermeasures.

Supervision and monitoring of the clean-up of spills by:

- i) discharger or contractor hired by discharger; or,
- ii) contractor hired by EPS if discharger defaults.

Coordination of services available from other parts of the DOE.

- ° Liaison with other related federal departments.

ORGANIZATION

- ° Four staff in Ontario dedicated for spill response and related activities.
- ° Other EPS staff available as necessary.

COMMUNICATION AND EQUIPMENT

- ° A single 24-hour Province-wide number reaches the person on duty, by pager.
- ° Two way portable radios for site operations.
- ° Dedicated staff has SCBA and full protective clothing.
- ° Specialized non-dedicated equipment may be available from EP Research and Development.

For further information, contact:

Mr. J. Smith
Regional Environmental Emergencies
Coordinator
Environmental Contaminants Division
Environment Canada
25 St. Clair Avenue East
Toronto, Ontario M4T 1M2

Telephone Nos. (416) 973-5840

2. TRANSPORT CANADA - CANADIAN COAST GUARD

The Department of Transport, through its Central Region Marine Emergency Office, within the jurisdiction of the Canada Shipping Act, and the Arctic Waters Pollution Prevention Act and the several regulations made thereunder, is responsible for:

- a) taking direct and positive action to react to spills of oil or other hazardous material relating to marine activities occurring in the navigable waters of Ontario;
- b) preparing for and reacting to all other marine emergencies as may be anticipated within the navigable waters of Ontario;
- c) maintaining a support capability with equipment, manpower and expertise to assist with such other waterborne spills of oil and other hazardous material as may be requested by other organizations.

SUMMARY OF FUNCTIONS: CANADIAN COAST GUARD

ROLE

The Marine Emergency Branch has the responsibility to provide leadership, guidance and technical advice on marine pollution incidents. The Branch is tasked to:

- in conjunction with Canadian Coast Guard Emergencies (Ottawa), evaluate and require special

- ° emergency equipment, develop deployment techniques and conduct training programs for Coast Guard District staff and the pre-designated On-Scene-Commander (OSC);
- ° monitor the response operation when the discharger and/or his contractor has accepted responsibility for clean-up, and take over command of the operation if the response does not comply with the requirements of the Canada Shipping Act;
- ° establish a command structure when the Coast Guard is responsible for the clean-up;
- ° coordinate post-operational activity;
- ° organize and direct the appropriate Coast Guard contribution when requested by other government agencies;
- ° liaise with other public and commercial agencies who may become involved in a marine pollution incident.

ORGANIZATION

- ° Ten staff dedicated for emergency response and related activities.
- ° The managers at each Coast Guard Base in the Central Region are pre-designated OSCs who maintain emergency equipment located in their areas, prepared local contingency plans, conduct

local emergency exercises and liaison with local authorities.

- ° Investigation of all pollution incidents is carried out separately by the Ship Safety Branch.
- ° Other branches of the CCG provide resources integral to the response effort on an "as required" basis.

COMMUNICATIONS AND EQUIPMENT

- ° A 24-hour emergency number reaches the Sarnia Traffic Centre at 519-337-6360 (24 hours).
- ° The area OSC is contacted and he investigates to determine if further action is warranted.
- ° Emergency and oil spill countermeasure equipment maintained at CCG Base around the Province, include, among others; boom, skimmers, sorbent, boats, special vehicles, communications equipment, marine safety clothing (not chemical), tools and equipment.
- ° Further logistic support is available from other branches of the CCG in the form of communications networks, vessels, equipment, manpower and expertise.

For further information, contact:

Manager
Emergency Operations
Canadian Coast Guard
Transport Canada
1 Yonge Street
Toronto, Ontario M5E 1E5

Telephone Nos. (416) 973-2283 or 973-3058

3. TRANSPORT CANADA - CANUTEC

CANUTEC, the Canadian Transport Emergency Centre (Centre Canadien d'urgence transport) established in Ottawa by Transport Canada, is designed to provide information and communications assistance in case of transport emergencies involving dangerous goods such as spill, leak, fire or exposure. CANUTEC operates 24 hours a day, year round and can be contacted at (613) 996-6666, collect (Ottawa).

CANUTEC can link emergency response personnel at the scene directly with individuals or organizations who can offer technical advice, such as shippers or manufacturers of the product or other who handle the same product. CANUTEC may be able to arrange on-scene assistance from organizations offering emergency response programs.

CANUTEC's product information bank has been prepared primarily for transport emergencies but the centre can also provide response information for non-transport emergencies involving dangerous goods.

When an emergency call is received by CANUTEC, the officer on duty attempts to obtain the following essential information:

Caller's name/organization	Help on site/requested
Call-back number/location	Shipper/origin
Product identification	Manufacturer
Problem details	Carrier
Type of vehicle/packaging	Consignee/destination
Number of injuries/deaths	Call sign/car/tractor/ trailer/flight number
Time/emergency location	Bill of lading/waybill number
Environment/local conditions	

The CANUTEC officer provides the following information about the product:

physical properties	action which can be
chemical properties	taken for the
health hazards	protection of life,
	property and the
	Environment
fire and explosion hazards	other available
	information

CANUTEC has information on approximately 24,000 products.

CANUTEC personnel do not go to the scene of an emergency, but, if necessary, can activate emergency response plans for on-scene assistance.

For general information contact:

Head, CANUTEC Services
Response Operations
Transport Dangerous Goods
Transport Canada
Place de Ville
Ottawa, Ontario K1A 0N5

Telephone No. (613) 992-4624

APPENDIX C
MINISTRY OF THE ENVIRONMENT

REPORTING SPILLS

Spills must be reported to the Ministry of the Environment
IMMEDIATELY.

During normal business hours, spills may be reported to
the Regional or District Offices listed in this appendix.

Spills may be reported 24 hours every day to the:

SPILLS ACTION CENTRE - 1-800-268-6060 (Toll Free)

or: (416) 325-3000
Telecopier: (416) 325-3011

Address: Ministry of the Environment
Spills Action Centre
7 Overlea Boulevard
5th Floor
Toronto, Ontario
M5H 1A8

REGIONAL AND DISTRICT OFFICES

	<u>Telephone</u>
CENTRAL REGIONAL OFFICE 7 Overlea Blvd., 4th Floor TORONTO, Ontario M4H 1A8	(416) 424-3000
Toronto East, Toronto West & York-Durham District Offices 7 Overlea Blvd., 4th Floor TORONTO, Ontario M4H 1A8	(416) 424-3000
Barrie District Office 12 Fairview Road BARRIE, Ontario L4N 4P3	(705) 726-1730

Halton-Peel District Office 1235 Trafalgar Road Suite 401 OAKVILLE, Ontario L6H 3P1	(416) 844-5747
Peterborough District Office 139 George Street North PETERBOROUGH, Ontario K9J 3G6	(705) 743-2972
Muskoka-Haliburton District Office Highway 11, South Gravenhurst Plaza, General Delivery GRAVENHURST, Ontario POC 1G0	(705) 687-6647
WEST CENTRAL REGIONAL OFFICE 119 King Street West 12th Floor P.O. Box 2112 HAMILTON, Ontario L8N 3Z9	(416) 521-7640
Hamilton-Wentworth and Haldimand- Norfolk/Brant District Offices 119 King Street West 9th Floor, P.O. Box 2112 HAMILTON, Ontario L8N 3Z9	(416) 521-7640
Cambridge District Office 400 Clyde Road P.O. Box 219 CAMBRIDGE, Ontario N1R 5T8	(519) 653-1511
Welland District Office 637-641 Niagara Street North WELLAND, Ontario L3C 1L9	(416) 384-9896
SOUTHEASTERN REGIONAL OFFICE 133 Dalton Avenue P.O. Box 820 KINGSTON, Ontario K7L 4X6	(613) 549-4000

Kingston District Office 133 Dalton Avenue P.O. Box 820 KINGSTON, Ontario K7L 4X6	(613) 549-4000
Belleville Sub-Office 15 Victoria Avenue BELLEVILLE, Ontario K8N 1Z5	(613) 962-9208
Cornwall District Office 205 Amelia Street CORNWALL, Ontario K6H 1B1	(613) 933-7402
Ottawa District Office 2378 Holly Lane OTTAWA, Ontario K1V 7P1	(613) 521-3450
Pembroke Sub-Office 1000 MacKay Street PEMBROKE, Ontario K8B 1A3	(613) 732-3643
SOUTHWESTERN REGIONAL OFFICE 985 Adelaide Street South LONDON, Ontario N6E 1V3	(519) 661-2200
London North and London South District Offices 985 Adelaide Street South LONDON, Ontario N6E 1V3	(519) 661-2200
Chatham Sub-Office c/o Ministry of Agriculture & Food P.O. Box 726 CHATHAM, Ontario N7M 5L1	(519) 354-2150
Clinton Sub-Office c/o Ministry of Agriculture & Food P.O. Box 688 CLINTON, Ontario NOM 1L0	(519) 482-3428
Owen Sound District Office 1180-20th Street OWEN SOUND, Ontario N4K 6H6	(519) 371-2901

Sarnia District Office (519) 336-4030
265 North Front Street
Suite 109
SARNIA, Ontario
N7T 7X1

Windsor District Office (519) 254-2546
250 Windsor Avenue
6th Floor
WINDSOR, Ontario
N9A 6V9

NORTHEASTERN REGIONAL OFFICE (705) 675-4501
199 Larch Street
11th Floor
SUDBURY, Ontario
P3E 5P9

Sudbury District Office (705) 675-4501
199 Larch Street
11th Floor
SUDBURY, Ontario
P3E 5P9

North Bay District Office (705) 476-1001
Northgate Plaza
1500 Fisher Street
NORTH BAY, Ontario
P1B 2H3

Parry Sound Sub-Office (705) 746-2139
74 Church Street
PARRY SOUND, Ontario
P2A 1Z1

Sault Ste. Marie District Office (705) 949-4640
445 Albert Street East
SAULT STE. MARIE, Ontario
P6A 2J9

Timmins District Office (705) 268-3222
83 Algonquin Blvd. West
TIMMINS, Ontario
P4N 2R4

NORTHWESTERN REGIONAL OFFICE (807) 475-1205
435 James Street South
3rd Floor, P.O. Box 5000
THUNDER BAY, Ontario
P7C 5G6

Thunder Bay District Office
435 James Street South
3rd Floor, P.O. Box 5000
THUNDER BAY, Ontario
P7C 5G6

(807) 475-1215

Kenora District Office
808 Robertson Street
P.O. Box 5150
KENORA, Ontario
P9N 1X9

(807) 468-2718